



THE CORPORATION OF THE TOWN OF OAKVILLE  
1225 Trafalgar Road  
Oakville Ontario, L6H 0H3  
Telephone: 905-845-6601 Fax 905-815-6077

**2020 APPLICATION TO LICENCE A TRANSPORTATION NETWORK COMPANY**

**Fees:** (non-refundable, non-transferable, not pro-rated)

**Renewal Date: January 31 every year**

<b>0-24 Vehicles</b>	<b>\$800.00</b>
<b>25-99 Vehicles</b>	<b>\$870.00</b>
<b>100 + Vehicles</b>	<b>\$51,000 + .11¢ per trip on all trips initiated in Oakville</b>

The following must be fully completed and submitted along with all required documents and the applicable fee. Applications must be submitted as follows:

\* By E-mail to [service@oakville.ca](mailto:service@oakville.ca)

\* Drop box delivery, Enforcement Services, 1225 Trafalgar Road

\* Mail/Courier, Enforcement Services, 1225 Trafalgar Road, Oakville, ON L6H 0H3

**BUSINESS:** (P.O. Box number will not be accepted)

NAME: \_\_\_\_\_

BUSINESS OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ UNIT: \_\_\_\_\_ CITY/TOWN: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

CORPORATE NUMBER: \_\_\_\_\_ Sole Proprietor: \_\_\_\_\_ Partnership: \_\_\_\_\_

**BUSINESS OWNER / CORPORATION:**

NAME: \_\_\_\_\_

BUSINESS OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ UNIT: \_\_\_\_\_ CITY/TOWN: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**APPLICANT:**

NAME: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ UNIT: \_\_\_\_\_ CITY/TOWN: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**THE FOLLOWING DOCUMENTS LISTED MUST BE FILED WITH THIS APPLICATION:**

- Proof that the applicant is at least eighteen (18) years of age, if the applicant is an individual.
- Articles of Incorporation or other incorporating documents, duly certified by the proper government official or department of the Province of Ontario or of Government of Canada
- A certified copy of an annual return which contains a list of all shareholders of the corporation.
- If Partnership the names and addresses of each member of the partnership as well as the name under which the partnership intends to carry on business, if the applicant is a partnership.
- A list of all TNC Drivers that drive in the Town affiliated with the TNC, which list shall include the following information in a searchable electronic database in a form satisfactory to the Licensing Commissioner in accordance with the Towns specifications.
  - Confirmation of the affiliation between the TNC and the TNC driver.
  - Full name, date of birth, address and phone number of the TNC driver
  - The year, make, model and Ontario licence plate number of the vehicle to be used in connection with the TNC.

- Sworn Declaration provided with the application.
- Copy of the TNC identifier/logo displayed in vehicle.
- A Certificate of Public Liability Insurance in the amount of five million dollars (\$5,000,000). The Town of Oakville and address must appear on the certificate as a "Certificate Holder" in order to provide the Town at least thirty (30) days' notice in writing prior to cancellation, expiration or change of policy.
- An indemnity in favour of the Town from and against claims, demands, losses, costs, damages, actions, suits, or proceedings that arise out of, or are attributable to the Corporation / Individuals business and services, which shall be in a form satisfactory to the Town.

Please be advised:

- Incomplete applications will not be processed.
- It is an offence to operate a business without a licence and charges may be laid without additional notice.

**I hereby declare that I will comply with the provisions of all by-laws pertaining to the licence for which I am applying.**

---

Signature

---

Date

**Once your application is completed, please send the full package by email to [service@oakville.ca](mailto:service@oakville.ca). An email with payment instructions will be sent upon receipt of a complete application by Enforcement Services.**

**Completed applications with payment by cheque will also continue to be accepted by mail to:  
Municipal Enforcement Services, 1225 Trafalgar Road, Oakville, ON L6H 0H3**

Note: Personal information on this form is collected under the authority of the *Municipal Act* and the Town of Oakville Licensing By-law and will be used for business licensing and regulating. Questions about this collection should be directed to Municipal Enforcement Services, 1225 Trafalgar Road, Oakville, Ontario, L6H 0H3, telephone, 905-845-6601.

# Statutory Declaration

**IN THE MATTER OF Application for a Transportation Network Company.**

To Wit: I,

of the \_\_\_\_\_ of \_\_\_\_\_

in the \_\_\_\_\_ of \_\_\_\_\_

**SOLEMNLY DECLARE, THAT**

All TNC drivers have provided the following to the TNC company operating as \_\_\_\_\_, or  
Company Name

the **TNC company will obtain immediately upon hiring**, the following:

- 1) A Criminal Reference Check confirming there are no outstanding criminal charges or warrants pending before any courts, or any record of offence that is less than three (3) years and relevant to the nature of the services of a TNC Driver, or any record of offence that directly affects the TNC driver's ability to competently and responsibly carry on the services under the *Criminal Code*, the *Narcotics Control Act* or the *Food and Drug Act*;
- 2) A Safety Standard Certificate issued under the *Highway Traffic Act* within the previous thirty-six (36) days, and if the TNC Vehicle has accumulated more than 50,000 km in any calendar year, an additional Safety Standards Certificate;
- 3) An Ontario driver's record issued by the Ministry of Transportation that is no more than 30 days old;
- 4) Proof of automobile liability insurance required by the *Compulsory Automobile Insurance Act* and the endorsement or an automobile liability insurance form approved by the Financial Services Commission of Ontario for use by a TNC Driver;
- 5) Proof of a valid full Class G or A-F Ontario driver's licence, unrestricted not including corrective lenses, issued under the *Highway Traffic Act*;
- 6) Proof of at least one year driving experience with an unrestricted Class G Ontario driver's licence;
- 7) Proof that they are at least 18 years of age.

**And I make this solemn Declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.**

Signature of Declarant

DECLARED before me at the \_\_\_\_\_ of \_\_\_\_\_,

in the \_\_\_\_\_ of \_\_\_\_\_, Province of \_\_\_\_\_,

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

*Declaration must be signed and stamped by A Commissioner for taking affidavits or Notary Public.*

## INDEMNITY

TO: THE CORPORATION OF THE TOWN OF OAKVILLE

FOR GOOD AND VALUABLE CONSIDERATION (the receipt and sufficiency of which is hereby irrevocably acknowledged) the undersigned hereby agrees to indemnify and save harmless The Corporation of the Town of Oakville from and against claims, demands, losses, costs, damages, actions, suits, or proceedings that arise out of, or are attributable to, the business and services of the undersigned.

DATED: \_\_\_\_\_

Signature: \_\_\_\_\_

Print name:

I have authority to bind the corporation

Signature \_\_\_\_\_

Print name of witness